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30 January 1984

Weekly Report

Directorate of Administration

— W-2 forms mailed to CIARDS annuitants contained errors; followup corrective notices have been mailed to our annuitants.

— The FBI has enrolled another full-time student in Russian language training which brings the total of FBI Russian students to four.

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— The new recruitment ads developed by the Agency's new advertising agency, Stackig, Sanderson and White, McLean, Virginia, have been drawing large numbers of applicants. For example, the new ad for clericals drew people to the Dulles Marriott for an Agency presentation and testing. The week before, the Finance Assistant ads drew close to people in Washington and Pittsburgh. The new Career Trainee ads will run for the first time on 29 January.

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— On Thursday, 2 February, the DDA will meet with Congressman John Conyers, Jr., prior to his National Black History Month keynote address in the Auditorium. The DDA will also host a luncheon in honor of Congressman Conyers following his address.

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Directorate of Operations - No report.

Directorate of Science and Technology

— The Office of Global Issues has requested FBIS cooperation in monitoring anticipated Cuban jamming and higher-powered medium wave broadcasting when the U.S. "Radio Marti" begins operations in late March or early April. 25X1

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— FBIS provided to the Soviet Desk at State Department two Andropov quotes affirming Soviet support for the elimination of nuclear weapons on a worldwide basis. The requester said the quotes were to be passed on to the White House for possible inclusion in a speech by the President.

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Directorate of Intelligence

— NESA prepared written briefings for the DCI on the Tunisian bread riots and whether the 23 October Beirut bombing was an intelligence failure.

— OSWR and OGI provided material for the pending DDCI Congressional testimony concerning diversion of COCOM restricted equipment through South Africa.

— ACIS briefed the SFRC and participated in Director Adelman's briefing of former President Carter on the seven compliance issues.

National Intelligence Council

— A/NIO/USSR-EE attended a White House meeting chaired by Michael Deaver for discussions on Soviet participation and logistical requests for the 1984 Olympics. 25X1

— A/NIO/LA chaired a review of mission reporting from Panama, Bolivia, Peru, and Ecuador with DDI analysts and two outgoing State IG teams and chaired a meeting between DDI, DDO, and NIC/AG officers on requirements for an independent contractor who will screen Grenada documents. 25X1

— NIO/NESA (Graham Fuller) returned from a three-week visit 25X1

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— NIO/USSR-EE (Fritz Ermarth) met with Under Secretary of Defense for Policy Fred Ikle, and, with A/NIO/USSR-EE , met with Major General James Pfautz for discussions on the role of Air Force intelligence. 25X1

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— NIO/Warning (David McManis) returned from a three-week visit to the Pacific and prepared a key issue paper for the DCI.

Office of General Counsel

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Office of Inspector General

— As a part of our ongoing effort to expose our inspectors to a variety of management styles, we had [redacted] Director of Development and Engineering, give us his briefing on how he manages OD&E. The talk was very stimulating and lasted approximately two hours. Also in this regard, several weeks ago we provided our inspectors the opportunity to see the videotape version of In Search of Excellence. This also was well received. 25X1

— Early last week the OIG worked with [redacted] OGC, to develop an affidavit for the DCI's signature pertaining to the General Westmoreland case. The affidavit is important to us because it will establish what we believe should be, if accepted by the court, a legal basis for denying access to privileged IG materials. 25X1

Office of Comptroller

[redacted] 25X1

Office of Legislative Liaison - No report.

Public Affairs Office

— At the invitation of the Wall Street Journal's local bureau, D/PAO will lunch on 2 February with Journal reporters [redacted] 25X1

Upcoming Calendar

31 January - NFIC Meeting (DCI, DDCI)
- Meeting with Congressman Edward Boland (DCI)
1 February - Breakfast with Congressman Kenneth Robinson (DCI, DDCI)
2 February - Meeting with Assistant to the President for National Security Affairs (DDCI)
3 February - Breakfast with Secretary and Deputy Secretary of Defense (DDCI)
- Luncheon with Secretary of State (DDCI)
- SAFE Quarterly Management Status Review Meeting (DDA)

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DDA 84-0046/3
27 January 1984

MEMORANDUM FOR: Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 27 January 1984

1. Progress reports on tasks assigned by DCI/DDCI:

None.

2. Items/events of interest:

a. While the production and distribution of W-2 forms for Agency employees went off smoothly this year, the W-2P forms for CIARDS annuitants contained a program error causing all [redacted] annuitant/survivor social security numbers to be printed incorrectly. Internal Revenue Instructions require that the recipients of these W-2P's make a pen and ink change to their copies of the W-2P. To ensure that all annuitants are aware of the error and how to go about correcting it, we have prepared a mass mailing to go out on 27 January to all W-2P recipients alerting them to the error and pointing out the proper means of correction. 25X1

b. The Foreign Language Committee met at the Community Headquarters Building on 20 January. Most of the meeting was consumed with the editing of the President's Foreign Intelligence Advisory Board briefing paper. Although no specific date has been set for the briefing, the Chairman, [redacted] wished to have the briefing paper in order. The other important order of business was to discuss the steps necessary to set up a language reserve. The first discussion was to tentatively rename the body a readiness pool since the term reserve runs into complications in the military vocabulary. 25X1

c. The Federal Bureau of Investigation (FBI) has enrolled another full-time student in Russian-language training which brings the total of FBI Russian students to four.

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[redacted]

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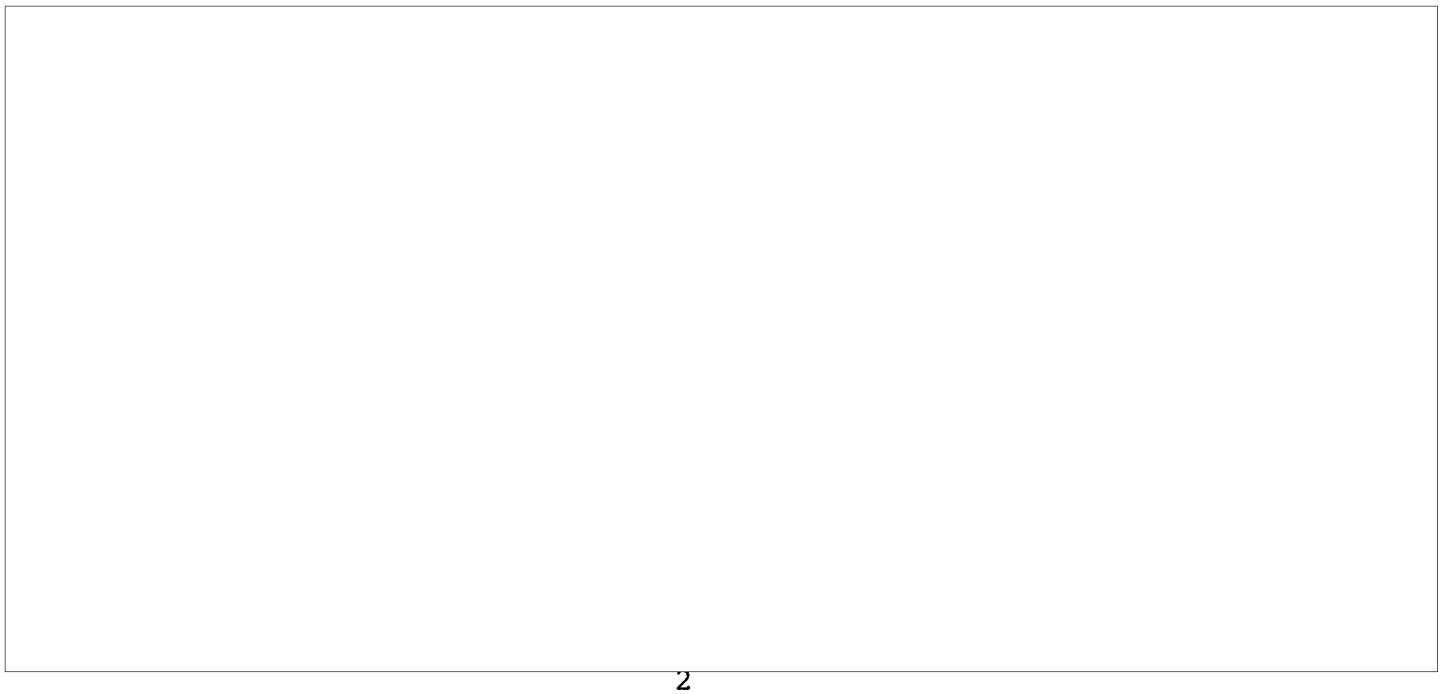
f. The meeting of Office of Information Services (OIS) and Office of Legislation representatives with members of the Senate Foreign Relations Committee (SFRC) concerning public release of CIA testimony before Congress was held on 19 January. A major issue had involved SFRC's assertion that it had the right to make its own determination regarding release of such information in its possession. The 19 January meeting centered on CIA's request for deletions of two specific items that the SFRC wanted to publish in its historical series for 1981. The Committee agreed to withhold completely one item which deals with [redacted] 25X1

[redacted] OIS is researching whether the 25X1

remaining part of the second item, which deals with U.S. assistance in [redacted], is 25X1

indeed classified and should be withheld. Having obtained the Committee's cooperation on these requested items, the larger issue now appears to be muted.



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[redacted]

1. The new recruitment ads developed by the Agency's new advertising agency, Stackig, Sanderson and White, McLean, Virginia, have been drawing large numbers of applicants. For example, the new ad for clericals drew [redacted] people to the Dulles Marriott for an Agency presentation and testing. The week before, the Finance Assistant ads drew close to [redacted] people in Washington and Pittsburgh. The new Career Trainee ads will run for the first time on 29 January. 25X1 25X1

m. At the 16 January meeting of the Building Planning Committee, the Office of Personnel presented a study of alternative work schedules for the FY-1986 expanded Headquarters complex. The study responded to a DDA request for work schedule proposals which would alleviate traffic congestion associated with the planned Headquarters complex expanse. The Committee is now soliciting reactions to the proposals from management in each Directorate.

3. Significant activities anticipated during the coming week:

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a. On Monday, 30 January, the DDA and [redacted] 25X1
Chief of the New Building Project Office, Office of Logistics, will brief Congressman Frank Wolf on the New Headquarters Building and Arlington Hall Station.

b. On Thursday, 2 February, the DDA will meet with Congressman John Conyers, Jr., prior to his National Black History Month keynote address in the Auditorium. The DDA will also host a luncheon in honor of Congressman Conyers following his address.

[redacted] 25X1

Harry E. Fitzwater

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